



Section 401 WQC Regional General Permit Notification

State Form 51937 (10-04)

Indiana Department of Environmental Management

INSTRUCTIONS: 1. Read the instruction sheet before filling out this form.
2. All sections of this two page form must be complete.

FOR IDEM USE ONLY		Date Rec'd:		IDEM ID:	
Applicant Information					
Applicant:			Agent:		
Contact person:			Contact person:		
Address:			Address:		
Phone:			Phone:		
E-mail:			E-mail:		
Project Location					
County:			Nearest Town:		
Quad Name:		Township:		Range:	
				Section:	
Project Address:					
Existing Conditions					
Wetlands: <input type="checkbox"/> YES <input type="checkbox"/> NO				Total acreage onsite:	
Wetland type: <input type="checkbox"/> Emergent <input type="checkbox"/> Scrub-shrub <input type="checkbox"/> Forested					
Stream: <input type="checkbox"/> YES <input type="checkbox"/> NO				Stream name:	
Open water: <input type="checkbox"/> YES <input type="checkbox"/> NO				Open water type:	
Project Impacts					
Activity Description:					
Purpose of project:					
Acres of wetland impact					
Emergent:		Scrub/shrub:		Forested:	
Linear feet of stream impact:				Acres of open water impact:	
Riprap below the Ordinary High Water Mark					
			Volume (cubic yds. per running ft.):		Area (sq. ft.):

Signature of Applicant - Statement of Affirmation

I certify that I am familiar with the information contained in this notification and, to the best of my knowledge and belief, such information is true and accurate. I certify that I have the authority to undertake and will undertake the activities as described in this notification. I am aware that there are penalties for submitting false information. I understand that any changes in project design subsequent to IDEM's granting of authorization to discharge to a water of the state are not authorized and I may be subject to civil and criminal penalties for proceeding without proper authorization. I agree to allow representatives of the IDEM to enter and inspect the project site. I understand that the granting of other permits by local, state, or federal agencies does not release me from the requirement of obtaining the authorization requested herein before commencing the project.

**Applicant's
Signature:** _____

Date: _____
(mm/dd/yyyy)

Print Name: _____ **Title:** _____

Enclose copies of the following documents (ALL enclosures must be on 8.5" by 11" paper:

- ☐ Location map
- ☐ Drawings of existing site and proposed project
- ☐ At least three photos of site, labeled
- ☐ Copies of all correspondence from the U.S. Army Corps of Engineers
- ☐ Copy of wetland delineation report

Mail this form and attachments to:

Indiana Department of Environmental Management
Office of Water Quality
Section 401 WQC/State Isolated Wetlands Program
P.O. Box 6015
Indianapolis, Indiana 46206-6015

Please note:

1. IDEM will review this form and all attachments for completeness and accuracy. You will be contacted within thirty (30) days of the date of receipt of this form **only** if problems are identified. IDEM may require additional information to verify that the project meets all conditions of the Regional General Permit and the Section 401 WQC. If you are not contacted by IDEM within thirty (30) days of the date of receipt of this form by IDEM, your project is thereby authorized, subject to the terms and conditions of the Section 401 Water Quality Certification and its conditions. **You will not receive a written confirmation of authorization.**
2. Read **all** the terms and conditions of this regional general permit, including all U.S. Army Corps of Engineers and Indiana Department of Environmental Management conditions. Do not submit this form or commence work on the proposed project until you understand and are familiar with the limitations and restrictions of this regional general permit.
3. Consult this webpage for more information: <http://www.in.gov/idem/water/planbr/401/rgp02.html>

Instructions for Completing the Regional General Permit – IDEM Notification Form

Please read these instructions carefully before completing the notification form. Sections labeled as mandatory must be completed accurately and completely in order for IDEM to process this notification. Failure to complete all mandatory sections of the form can result in the rejection of the notification by IDEM.

DO NOT use this form if your project will impact ANY isolated wetlands. Consult with IDEM staff to determine the correct application form for use with your project.

If you have any questions or are unsure if your project qualifies for or requires this authorization, contact IDEM:

Indiana Department of Environmental Management
Office of Water Quality
Section 401 Water Quality Certification/State Isolated Wetlands Program
P.O. Box 6015
Indianapolis, Indiana 46206-6015

Telephone: (317) 233-8488

*Print clearly or type.
Attach additional information on 8.5" x 11" sheets only*

Block 1 – Applicant Information

1. **MANDATORY:** Provide the applicant's name, address, and telephone number. Applicants MUST provide a contact name, especially in cases where the application is on behalf of a corporation or similar entity.
2. **OPTIONAL:** Provide the agent's address and telephone information (an agent is anyone representing the applicant on the project, such as an attorney or consultant). Applicants are not required to have an agent. This information should be included if a person other than the applicant is submitting the form and that person is designated as the contact point for questions regarding the proposed project.

Block 2 – Project Location

MANDATORY: Complete all blocks within this section. Most information required in this section can be obtained from the United States Geological Survey (USGS) 7.5-Minute Series Topographic Quadrangle maps, or similar computer desktop mapping software. An address or descriptive location must be provided in order to allow for compliance inspection of the project.

Block 3 – Existing Conditions

1. **MANDATORY:** This section provides information on the types of aquatic resources present on the project site PRIOR TO any proposed impacts. Circle all of the appropriate types of waterbodies and clearly denote the size of that waterbody on the project site. If a project site has more than one wetland, add all the acres of each type wetland together to provide a grand total on the form.
2. For wetlands, acreages and types must be confirmed with a jurisdictional wetland delineation conducted in accordance with the 1987 Corps of Engineers Wetland Delineation Manual. Please attach a copy of this delineation or letter of confirmation from the Corps of Engineers for all projects that will impact wetlands. In addition, a letter from the Corps of Engineers confirming that the wetlands in question are regulated under the Clean Water Act must be provided.

Block 4 – Project Impacts

1. **MANDATORY:** Complete all blocks within this section. Attach additional sheets if needed. Activity description refers to WHAT are you doing – filling a wetland, placing riprap, constructing bridge piers, placing a culvert, for example. Project description refers to WHY are you impacting a waterbody – creating a driveway, stabilizing a streambank, developing a site for commercial use, for example.
2. When calculating stream impact, all areas that are affected by placement of fill, bank armoring, culverting, excavation, or any other activity must be counted. Any proposed project involving the creation of dams or in-channel pools CANNOT use this form.
3. When calculating open water impact, all areas within lakes, rivers, streams and the like must be counted. This includes areas under new bridge piers, beaches, and boat ramps, as examples.
4. The Ordinary High Water Mark means that line on the shore of a waterbody established by the fluctuations of water and indicated by physical characteristics such as clear, natural line impressed on the bank, shelving, changes in the character of soil, natural destruction of terrestrial vegetation, the presence of litter and debris, or other appropriate means that consider the characteristics of the surrounding areas.

Signature of Applicant - Statement of Affirmation

MANDATORY: The name and signature must match the name of the applicant on the first page. Notification forms signed by any agent will be returned to the applicant.

NOTE - The listed supplemental information must be provided in order to verify that your project qualifies for the terms and conditions of this regional general permit. Enclose a wetland delineation report for any project that will impact wetlands as a part of the proposed activities.